

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 2, 2015

Task Force on County Operations & Organization

1. Call to Order

Meeting was called to order by Hanneman at 11:00 a.m.

2. Roll Call

Task Force Members

Members present: Jennifer Hanneman, Ron Krueger, Russell Kutz, Joe Nehmer, Timothy Smith, Susan Happ and Steve Nass.

Absent: George Jaeckel and Kathi Cauley

Others Present: Tammie Jaeger, Administration; Benjamin Wehmeier, County Administrator; Stacey Jensen, Child Support Director; Jim Schroeder, County Board Chair; Brian Lamers, Finance Director; Barb Frank, County Clerk; Supervisor Jim Braughler; Staci Hoffman, Register of Deeds; Mark Watkins, Land & Water Conservation Director; LeighAnn Scherer, District Attorney Office Manager; Genevieve Borich, Economic Development Director; Rob Klotz, Planning & Zoning Director; Terri Palm, HR Director and Donna Haugom, Emergency Management Director.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Communications

- WI Counties Rating Summary
- County Board Size Report
- Bond Rating Definitions
- Area of Emphasis #1 – Financial/Budget Condition of County
- Area of Emphasis #2 – Staff/Work Environment
- Area of Emphasis #3 – Structure & Governance

7. Approval of May 21, 2015 Task Force meeting minutes

Motion by Kutz; Second by Krueger to approve the May 21, 2015 Task Force meeting minutes as printed. (Ayes-All) Motion carried.

8. Discussion and possible action on assigning tasks

Wehmeier provided 3 handouts for the Task Force to review. 1) Area of Emphasis #1 – Financial/Budget Condition of County, 2) Area of Emphasis #2 – Staff/Work Environment and 3) Area of Emphasis #3 – Structure & Governance were distributed for the Task Force to review which included Actions, Outcome Goal, Who's Responsible, Reporting Entity, Target Date and Measure of Success. The Task Force reviewed the information. Updates to the spreadsheet were made and sent out to the Task Force. The Task Force discussed what they want to accomplish in the limited number of meetings that they have left. The idea of bringing back the Management Analyst and doing a LEAN project to look at a collections procedure to collect outstanding debt was discussed. No action taken.

9. Discuss scheduling topics for future agendas

No action taken.

10. **Tentative Future Meeting Dates & Agenda Items (June 17, 2015, 8:30 a.m. UW Extension, Rooms)**

- Approval of June 2, 2015 Task Force meeting minutes
- Discussion and possible action on how to develop growth in the county.
 - A presentation by Genevieve Borich and Rob Klotz will be given to the Task Force and other related committees.
- Video of LEAN presentation
- Presentation of final staff LEAN presentation
- Update on LEAN Training
- Presentation on County Farmland
- Presentation – Overview of agricultural economy
- Discussion and possible action on outsourcing and insourcing
- Update on the what the workgroups are focusing on and what is being accomplished

11. **Adjourn**

Motion made by Krueger; Second by Smith to adjourn at 12:45 p.m. (Ayes-All) Motion Carried.